

From: aaron@urbanplaceconsulting.com  
Subject: RE: Figueroa Corridor BID- 28th St invoice  
Date: March 3, 2016 at 12:10 PM  
To: Jenell Bukky Lanski bukkylan@usc.edu



Hi Jenell,

Attached is the contract dating back to 2008.

Also part of the contract, is the initial invoice, as well as a spreadsheet of included properties and their annual payments.

Each property's payment is calculated using the linear street front footage of that parcel multiplied by \$4.72 per foot. Front footage is the same variable we our District properties on so it makes sense.

I also spoke with our ED, who was present during contract discussions and the execution of the agreement.

He indicated that the University was our client in the agreement and that our payments from the University were not dependent on each individual house paying.

Any additional questions please let me know.

Thanks,  
Aaron

----- Original Message -----

Subject: Re: Figueroa Corridor BID- 28th St invoice  
From: Jenell Bukky Lanski <[bukkylan@usc.edu](mailto:bukkylan@usc.edu)>  
Date: Wed, March 02, 2016 5:50 pm  
To: Aaron Aulenta <[aaron@urbanplaceconsulting.com](mailto:aaron@urbanplaceconsulting.com)>

Aaron,

Great! Thank you!

And if you can email me the invoice and contract, that would be great.

Thanks!

--

**Jenell Bukky Lanski**

Director

Office for Fraternity and Sorority Leadership Development

University of Southern California

University Park Campus

3607 Trousdale Parkway

Tutor Campus Center 330

Los Angeles, California 90089

Tel: 213.821.1639

Fax: 213.740.7740

[greeklife.usc.edu](http://greeklife.usc.edu)

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**From:** Aaron Aulenta <[aaron@urbanplaceconsulting.com](mailto:aaron@urbanplaceconsulting.com)>

**Date:** Wednesday, March 2, 2016 at 4:05 PM  
**To:** Jenell Bukky Lanski <[bukkylan@usc.edu](mailto:bukkylan@usc.edu)>  
**Cc:** Nazeli Hosik <[hosik@usc.edu](mailto:hosik@usc.edu)>  
**Subject:** Re: Figueroa Corridor BID- 28th St invoice

Hi Jenell,

9am tomorrow works great for me.  
I'll call you on the number below if that works.

Thanks,  
Aaron

On Mar 2, 2016, at 2:54 PM, Jenell Bukky Lanski <[bukkylan@usc.edu](mailto:bukkylan@usc.edu)> wrote:

Nazeli - thank you for connecting us and sharing this email!

Aaron - could you send me the invoice and contract for this service? It would be great to connect by phone so I can learn about the contract and services provided as I recently transitioned to the role. Do you have time Thursday at 9:00am?

Thanks!

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Tutor Campus Center 330

Los Angeles, California 90089

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**From:** Nazeli Hosik <[hosik@usc.edu](mailto:hosik@usc.edu)>

**Date:** Wednesday, March 2, 2016 at 2:03 PM

**To:** "[aaron@urbanplaceconsulting.com](mailto:aaron@urbanplaceconsulting.com)" <[aaron@urbanplaceconsulting.com](mailto:aaron@urbanplaceconsulting.com)>

**Cc:** Jenell Bukky Lanski <[bukkylan@usc.edu](mailto:bukkylan@usc.edu)>

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Hi Aaron,

I no longer handle the invoices for Figueroa Corridor clean up. I am copying in Jenell Bukky Lanski who is the new Director of Fraternity & Sorority Leadership Development who will be able to direct you to the correct person.

Thank you,

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*Nazeli Hosik M. Ed.*

**Business Manager**

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University Park Campus  
3607 Trousdale Parkway  
Tutor Campus Center 330  
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**Business Manager**

**Office for Residential Education**  
3601 Trousdale Parkway, STU 200  
Los Angeles, CA 90089-4892  
Tel: 213-740-2078 Fax: 213-740-9781  
Email: [hosik@usc.edu](mailto:hosik@usc.edu)

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**From:** [aaron@urbanplaceconsulting.com](mailto:aaron@urbanplaceconsulting.com)  
[mailto:[aaron@urbanplaceconsulting.com](mailto:aaron@urbanplaceconsulting.com)]  
**Sent:** Wednesday, March 02, 2016 1:19 PM  
**To:** Nazeli Hosik <[hosik@usc.edu](mailto:hosik@usc.edu)>  
**Subject:** Figueroa Corridor BID- 28th St invoice

Hi Nazeli,

With Beth Saul gone I believe you're the right person to send these invoices to.  
If not, please let me know.

Attached is the first invoice for contract services for 2016. The second will be sent  
in July.

Any questions, please let me know.

Thanks,  
Aaron



20160303111806.pdf

**Office for Residential Education**

3601 Trousdale Parkway, STU 200  
Los Angeles, CA 90089-4892  
Tel: 213-740-2078 Fax: 213-740-9781  
Email: [hosik@usc.edu](mailto:hosik@usc.edu)

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20160303111806.pdf

December 1, 2008

The Office for Fraternity and Sorority Leadership Development  
University of Southern California  
3601 Trousdale Parkway, Student Union Bldg. Rm. 200  
ATTN: Beth Saul  
Los Angeles, CA 90089-4892

Dear Beth,

We are pleased to enter into this letter of agreement between the Figueroa Corridor Partnership ("FCP") and the University of Southern California, on behalf of the Office for Fraternity and Sorority Leadership Development ("USC") to provide cleaning and maintenance services for the properties listed below.

This letter of agreement will serve as a 12 month contract, unless terminated as set forth herein. Either party may terminate this agreement should the other party breach a material term or condition of this agreement and not cure such breach within thirty (30) days after receipt of written notice of such breach.

The total cost to provide the services listed below is \$23,798.24. These services will begin immediately upon receipt of 50% of the total cost (\$11,899.12) of this contract. At the 6 month mark of this agreement, the additional 50% of the total cost will be due in order to continue to provide the services. In the event that this agreement is terminated as provided above, FCP shall refund to USC any amounts pre-paid by USC, prorated as appropriate to the date of termination.

Below is a description of these services:

**Figueroa Corridor District Clean Team**

In order to consistently deal with maintenance issues, a multi-dimensional approach has been developed consisting of the following elements. FCP will provide service to street frontages along the following streets: [to be inserted]. FCP shall provide all services hereunder to the reasonable satisfaction of USC. The services to be provided by FCP, and their frequency, shall include:

**Sidewalk Maintenance:** Uniformed, radio equipped personnel sweep litter, debris and refuse from sidewalks and gutters – every other day.

**Trash Collection:** Installation of and collection of trash from trash receptacles – 6 days a week.

**Alley Maintenance:** FCP clears the alley of debris when a responsible party cannot be found for illegal dumping or other violations – when necessary.

**Graffiti Removal:** Painters remove graffiti by painting, using solvent and pressure washing. The Figueroa District maintains a zero tolerance graffiti policy. All tags are removed within 24 hours weekdays – 6 days a week.

**Weed Abatement:** Weeds are removed as they become unsightly or by special request – when necessary.

**Paper Sign and Handbill Removal:** Paper signs and handbills that are scotch taped or glued on public property, utility boxes, poles and telephones are removed by hand or when necessary by high-pressure hose—6 days a week.

**Special Collections:** FCP shall call Figueroa District trucks to assist LAPD to dispose of illegal food vendors' inventory. They are also dispatched to collect stolen shopping carts and large bulky items illegally dumped in the Figueroa Corridor District.

**Maintenance Problems Requiring Third Party Intervention:** FCP shall monitor problems that create blighted or unsafe conditions in the Figueroa Corridor District, but are outside of the jurisdiction of the Figueroa Corridor District to repair. Requests are made by FCP to the responsible party for repair. Types of problems include blocked or damaged sewers or drains, damaged sidewalks/streets/alleys, non-operating streetlights, damaged or missing street signs, etc.

FCP shall be responsible for full compliance with federal, state and municipal laws, ordinances, regulations and orders relative to the services provided hereunder.

FCP shall be responsible for all expenses incurred in rendering the services hereunder.

FCP will obtain or cause to be obtained and keep in force adequate insurance (with coverages and in amounts reasonably determined by USC with companies reasonably acceptable to USC, including but not limited to general liability coverage of not less than \$1,000,000 per occurrence and workers compensation insurance as required by law) against liability for loss, damage or injury to property or persons which might arise out of the services covered by this Agreement. USC will be covered as an additional insured in all liability insurance maintained by FCP hereunder.

FCP shall defend, indemnify and hold harmless USC, its trustees, officers, principals, agents, and employees from and against all losses, damages, expenses, judgments, settlements, and defense costs, including all reasonable attorneys fees, witness fees, costs of investigation and court costs, arising in connection with or relating to this agreement.

To the maximum extent permitted by law, in no event will either party be responsible for any incidental damages, consequential damages, exemplary damages of any kind, lost goodwill, lost profits, lost business and/or any indirect economic damages whatsoever



regardless of whether such damages arise from claims based upon contract, negligence, tort (including strict liability or other legal theory), a breach of any warranty or term of this agreement, and regardless of whether a party was advised or had reason to know of the possibility of incurring such damages in advance.

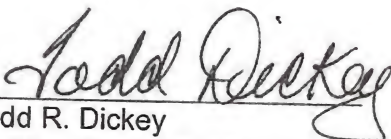
If this is agreeable to you please indicate by signing below. For your convenience, an invoice is attached along with a spreadsheet of properties to be included.

Sincerely,

Steve Gibson  
Executive Director

Accepted and Agreed:

University of Southern California

By:   
Todd R. Dickey  
Sr. Vice President, Administration

**Figueroa Corridor Partnership BID**

**INVOICE**

3982 South Figueroa Street  
Los Angeles, CA 90037  
Phone (213) 746-9577 Fax (213) 746-7876

INVOICE #[100]  
DATE: DECEMBER 9, 2008

**TO:**  
The Office for Fraternity and Sorority Leadership Development  
University of Southern California  
3601 Trousdale Parkway, Student Union Bldg. Rm. 200  
ATTN: Beth Saul  
Los Angeles, CA 90089-4892

**FOR:**  
Clean and Maintenance Services for "Greek Row"

DESCRIPTION	AMOUNT
Clean and Maintenance Services for Greek Row -- \$23,798.24 50% due immediately 50% at 6 month mark	\$11,899.12
TOTAL	\$11,899.12

Make all checks payable to Figueroa Corridor Partnership  
Payment is due within 30 days.  
If you have any questions concerning this invoice, contact Steve Gibson, 562-243-3389

**Thank you for your business!**

28th Street Between Hoover and alley behind Figueroa

APN	Owner Name	site address	Front Footage	Tier 2 Less Security, Communications, Special Projects
5123-013-403	[REDACTED]	742 W 28TH ST	102	\$481.44
5123-013-404	[REDACTED]	728 W 28TH ST	80	\$377.60
5123-013-405	[REDACTED]	720 W 28TH ST	90	\$424.80
5123-013-411	[REDACTED]	716 W 28TH ST	68	\$320.96
5123-013-407	[REDACTED]	710 W 28TH ST	68	\$320.96
5123-013-408	[REDACTED]	700 W 28TH ST	100	\$472.00
5123-013-409	[REDACTED]	668 W 28TH ST	65	\$306.80
5123-013-410	[REDACTED]	666 W 28TH ST	111	\$523.92
5123-014-402	[REDACTED]	624 W 28TH ST	101	\$476.72
5123-014-401	[REDACTED]	630 W 28TH ST	80	\$377.60
5123-014-403	[REDACTED]	642 W 28TH ST	149	\$703.28
5123-004-405*	[REDACTED]	938 W 28TH ST	212	\$1,000.64
5123-004-404	[REDACTED]	928 W 28TH ST	80	\$377.60
5123-004-403	[REDACTED]	914 W 28TH ST	220	\$1,038.40
5123-004-402	[REDACTED]	834 W 28TH ST	115	\$542.80
5123-004-401	[REDACTED]		23	\$108.56
5123-004-400	[REDACTED]		38	\$179.36
5123-004-416	[REDACTED]	814 W 28TH ST	220	\$1,038.40
5123-002-411	[REDACTED]	929 W 28th St, Los Angeles Ca	217	\$1,024.24
5123-002-404	[REDACTED]	907 W 28th St, Los Angeles Ca	145	\$684.40
5123-001-405	[REDACTED]	1005 W 28TH ST	130	\$613.60
5123-003-409	[REDACTED]	833 W 28TH ST	100	\$472.00
5123-003-408	[REDACTED]	817 W 28TH ST	50	\$236.00
5123-003-407	[REDACTED]	813 W 28TH ST	157	\$741.04
5123-003-406	[REDACTED]	801 W 28TH ST	50	\$236.00
5123-016-400	[REDACTED]	745 W 28TH ST	77	\$363.44
5123-016-401	[REDACTED]	737 W 28TH ST	75	\$354.00
5123-016-402	[REDACTED]	729 W 28TH ST	70	\$330.40
5123-016-403	[REDACTED]		80	\$377.60
5123-016-404	[REDACTED]		80	\$377.60
5123-016-405	[REDACTED]	707 W 28TH ST	115	\$542.80
5123-016-406	[REDACTED]	667 W 28TH ST	110	\$519.20
5123-015-400	[REDACTED]	653 W 28TH ST	60	\$283.20
5123-015-401	[REDACTED]	647 W 28TH ST	75	\$354.00
5123-015-402	[REDACTED]	643 W 28TH ST	55	\$259.60
5123-015-403	[REDACTED]	639 W 28TH ST	75	\$354.00
5123-015-406	[REDACTED]	631 W 28TH ST	80	\$377.60
5123-015-407	[REDACTED]	625 W 28TH ST	70	\$330.40
Total			3793	\$17,902.96

APN	Owner Name	site address	Front Footage	Tier 2 Less Security, Communications, Special Projects
5123-002-409	[REDACTED]	2714 Portland St	110	\$519.20
5123-002-410	[REDACTED]	929 W 28th St	95	\$448.40
5123-002-411	[REDACTED]	929 W 28th St	86	\$405.92
5123-001-405	[REDACTED]	1005 W 28TH ST	165	\$778.80
5123-001-403	[REDACTED]	2715 PORTLAND ST	81	\$382.32
<b>Total</b>			<b>537</b>	<b>\$2,534.64</b>

APN	Owner Name	site address	Front Footage	Tier 2 Less Security, Communications, Special Projects
5123-004-414	[REDACTED]	2891 UNIVERSITY AVE	118	\$556.96
5123-004-415	[REDACTED]	2821 UNIVERSITY AVE	40	\$188.80
5123-004-416	[REDACTED]	814 W 28TH ST	208	\$981.76
5123-013-401	[REDACTED]		124	\$585.28
5123-013-402	[REDACTED]		49	\$231.28
5123-013-403	[REDACTED]	742 W 28TH ST	173	\$816.56
<b>Total</b>			<b>712</b>	<b>\$3,360.64</b>

# Figueroa Corridor Partnership BID

# INVOICE

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Los Angeles, CA 90037  
Phone (213) 746-9577 Fax (213) 746-7876

FIRST INVOICE #2016A  
**P.O. NO. 162974**  
DATE: 3/2/16

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